



2009

# Brenscombe Outdoor Centre Information for Staff



Accommodation

Activities

Field Studies



# Brenscombe Outdoor Centre

---

## Summary of Facilities

The Brenscombe Centre is situated in a very attractive group of converted farm buildings on the slope of a spectacular chalk ridge overlooking Poole Harbour. The magnificent ruins of Corfe Castle lay to the west and form the crowning feature of the surrounding countryside within the **Isle of Purbeck**. The Centre can provide accommodation for up to 90 people in attractive, warm and comfortable rooms and an additional 44 in our camping facilities.



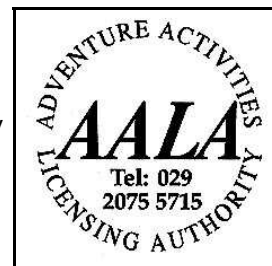
The Dining Room with gallery is an impressive stone barn that retains the character of the farm. The lounge in the old Dairy House has a large inglenook fireplace, original low beams, TV and video as well as a licensed bar. We have a pay phone and tuck shop. Upstairs is a well equipped lecture room. Our main conference room can seat 60 people within an atmospheric environment. The games room offers table tennis and snooker as

well as access to karaoke and disco equipment. There is a 2 acre games field with sports equipment, camp fire area and on site climbing tower and challenge course.

## Activities

Adventure activities are organised by our own staff and take place in and around the Centre. We have over twenty different activities in the area.. All sessions are supervised by experienced and qualified tutors who conform to National Governing Bodies' Regulations. Equipment and facilities are regularly checked and conform to European safety standards. Lists of staff, **qualifications** and **safety**

**procedures** are available upon request. We have a private beach at Cleavel Point on the south side of Poole Harbour. This is one of the quietest and most beautiful parts of the harbour. It provides an excellent site from which to carry out water sports as well as being an ideal site for barbeques, social events and field study work. Our spectacular climbing site overlooks the Jurassic Coastline.



The Centre has public liability cover. Insurance for personal injury, cancellation and loss of baggage can be arranged if required.

*"Brenscombe is the perfect residential Centre: great food, amazing activities, fab rooms, and the friendliest staff! We didn't want to leave."*  
Edward Field School, Kidlington Oxford

## Brenscombe Outdoor Centre

---

### Shower Facilities

The showers provide ample hot water for groups of up to 85. There are 8 power showers and 9 basins and ample toilets in both the ladies' and gentlemen's washing facilities. The facilities are separate from the accommodation but both have changing rooms, and there is a loo and washbasin for overnight use in the two main accommodation blocks. The leaders' accommodation has a small bathroom with a toilet as well as two cubicle showers near the Brenscombe staff room.

### Laundry and Drying Facilities

The laundry has coin-operated washing machines and tumble dryers. Any damp items can be hung on the lines within the laundry and they should dry overnight. In the event of an extended period of rain the dryers will be made free until any backlog is cleared. There are several washing lines in the orchard. Please do not hang items of clothing on the rails outside the accommodation.

### Classrooms

We have two classrooms. If you require the use of any or all of these facilities we suggest that your requirements are pre-arranged so as not to cause conflict with other Centre users.

### Meals & Tuckshop

Unless otherwise arranged, breakfast is served at 8.00 and dinner at 6.15. Please ensure that we have been made aware of all requirements for special diets. The tuck shop is located in the students' lounge and will be opened at times pre-arranged with you. It offers sweets, chocolate bars, canned drinks, postcards, pens and washing kit.

The Centre has a bar with a licensed bar which stocks wine, beer and soft drinks. Opening arrangements can be made with your Course Co-ordinator upon arrival, if ages permit. We are happy to provide staff with private arrangements for refreshments! We will discourage anything more than social drinking, particularly during courses which include activities.

## Introductions

On arrival at the Centre, all groups are welcomed & introduced to Staff. Groups are taken to their rooms & allowed time to unpack & organise themselves. They will be asked to meet at the benches so that a member of the Centre's staff can provide a short induction site tour. Prior to this the Course coordinator will discuss your group requirements to include; nominal list, final numbers, medical or dietary information, TV, tuck shop, telephone, sports kit & bedtime policy, also info on any other groups staying. The introductory tour of the Centre will include a briefing on general procedures & safety policies.

## Brenscombe Duty Staff

There will be a member of our Staff available at all times during your stay at the Centre. Our staff will willingly provide support in the event of any overnight incident or accident & can be found on site by contacting them on our Duty mobile phones.

During activity sessions, the instructor in charge is responsible for the safety of the group & he/she will decide if conditions allow the activity to be completed.

At the end of the day's activities the Instructors will inform you that they have finished & that you are now fully responsible for the group's supervision. A clear verbal hand over of responsibility will be given both when taking & relinquishing responsibility.

## Insurance

The Centre has public liability cover to the value of £5M. We can provide details of an insurance broker who can offer cover for personal injury, cancellation and loss of baggage.

## Beach

We have a private beach at Cleavel Point on the south side of Poole Harbour. This is one of the quietest and most beautiful parts of the harbour. It provides an excellent site from which to carry out water sports as well as being an ideal site for barbeques, social events and field study work.



# Brenscombe Outdoor Centre

---

## Instructor Qualifications

Permanent and seasonal staff employed by Centre meet the minimum qualifications/experience levels set out below. A member of staff will oversee all activities with at least the qualifications/experience stated.

As well as the National Governing Body (NGB) qualifications laid down for each activity we also have our own in-house training policy. All instructors undergo a direct assessment by the Centre's approved assessor to ensure they are able to instruct groups in a safe and competent manner. We only employ staff that we believe have the necessary personal qualities to work with young people and adults alike. As well as having the relevant qualifications, all activity staff are First Aid trained and qualified. All sessions follow a lesson plan and have clear aims and objectives.

The Centre is licensed by the Adventure Activity Licensing Authority (reg. No. L6471/R0269) to provide the following activities within their scope: Kayaking, Dragon Boating, Open Canoeing, Improvised Rafting, Rock Climbing, Abseiling. Licensing details can be confirmed by calling the Licensing Authority on 02920 7755715. Please contact us directly if you would like more information on our safety standards, level of instruction, instructor qualifications and insurance cover.

**Note: BOC= Brenscombe Outdoor Centre**

### All Terrain Vehicles

ATV Training Leisure Instructor or relevant experience and BOC qualification.

### Archery

GNAS Leaders Award or relevant experience and BOC qualification

### Air Rifle Shooting

Relevant experience (service/leisure) and BOC qualification or Air Rifle Range Conducting Officer's course and direct assessment.

### Climbing and Abseiling

BMC SPA and direct assessment; assistant—relevant experience and BOC qualification (Dancing Ledge) SPA or in-house assessment (BOC Tower)

### Dragon Boating

Relevant experience and BOC qualification.

### Initiative Exercises

Ropes Course Instructor Level 1 or relevant experience and BOC qualification.

# Brenscombe Outdoor Centre

---

## Kayaking / Canoeing

BCU Level 2 Coach and Direct assessment (sheltered water)

## Night Exercise & Navigation (local area)

BELA or ML(s) and direct assessment or relevant experience and BOC qualification.

## Nordic walking

INWA Instructor and direct assessment or relevant experience and BOC qualification.

## Orienteering

BOF instructor or relevant experience and BOC qualification.

## Overnight Exercise (Local area)

BELA or ML(S) and direct assessment or relevant experience and BOC qualification

## Power Boat Driving

RYA Advanced Power Boat Certificate (commercially endorsed) and Sea Survival Course for RIB. Safety Boat for rescue craft.

## Raft Building

Canoe Safety Test or RYA Safety Boat or relevant experience and BOC qualification.

## Ropes Course

Ropes Course Instructor Level 2 or speciality award.

## Sea Canoeing

BCU Level 3 Coach (min) (Open Water)

## Swimming (sheltered) water)

RLSS Bronze Medallion

## Water Skiing

BWSF Ski Boat Driver Award or RYA Advanced Powerboat and BOC qualification.

## Windsurfing

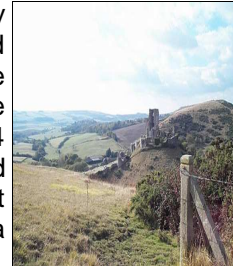
RYA Windsurfing Instructor and Direct Assessment

# Brenscombe Outdoor Centre

---

## Field Studies

There is an incredible range and diversity of field study opportunities in and around the Isle of Purbeck whilst based here at Brenscombe. Situated between Poole Harbour and the Purbeck Heritage Coast, the local environment provides the ideal setting for educational studies throughout key stages 1-4 and A-levels. We can draw upon a network of qualified and experienced field study tutors who are able to plan or support your course. Within 10 miles it is possible to arrange access to a very large number of suitable sites and opportunities for study.



These include:

Corfe Castle Guided Tour Castle View Visitors Centre Dancing Ledge Quarry Dorset at War (WW II) Durlston Country Park Kimmeridge Bay / Nature Reserve Lulworth Heritage Centre and Cove RNL Station Swanage River Piddle Study RSPB Arne Studland Heath/Dunes Studland Environmental Education Centre Swanage Flood Defence Swanage Railway Swanage Town Trail Winspit Quarry Worth Matravers Village Study.

## Accommodation

Most rooms accommodate 4 people in two sets of bunks, although some rooms can accommodate up to 8 children. All rooms can be locked individually, however we ask that keys be returned to the office when people leave the Centre. Valuables can be locked in the safe if necessary. We would appreciate your help in ensuring that students make their beds and we ask that no food, drink or muddy boots are taken into accommodation and that floors and surfaces are kept clear to allow the cleaners access. Ideally, students should bring soft luggage bags to ensure easy storage under the beds. We pride ourselves on the quality of the accommodation and would appreciate your help in maintaining that quality by reporting any damage or breakages that occur. The leaders' area has bedrooms, a lounge, TV, fridge, tea and coffee making facilities and a bathroom / toilet.



Camping facilities include 8 tents for 40 children and 2 tents for 4 leaders. Tents come with camp cots (and beds for leaders). A large marquee is also available with benches, tables and outdoor heaters as well as lighting.

# Brenscombe Outdoor Centre

---

## Sports Kit

We can provide leaders with a bag of sporting equipment for the children's or students' use at the beginning of the course on the understanding that it is your responsibility to ensure that all the items are returned or replaced. There is a games room with table tennis and mini-snooker. A charge will be made against any wilful damage done to, or loss of, any sports equipment. There will be a requirement for a member of your staff to check all sports kit on arrival, and then prior to departure.

## Transport

Unless you have pre-booked transport through Brenscombe Outdoor Centre, you will be expected to use your own transport to access any off site activities you may have booked as part of your trip. Whilst we ensure there is a Duty Warden on site 24 hours per day to assist with any difficulties that might arise, we should not be expected to provide transport to hospital in the event of an illness. The reason for this is that we cannot commit our staff and vehicles to something as open ended as a hospital trip when they may be committed or needed elsewhere. It is therefore important that groups have independent means of transport during their visits, or be prepared to pay for taxis into either Swanage or Poole, if necessary.



## Fire Safety

All groups under 16 years of age will take part in a practical fire drill on the day of arrival at the Centre. Leaders of groups over this age have the option of a verbal drill rather than a practical drill. The leader of the group is asked to sign the Fire Drill Book to confirm that they are satisfied with the drill (practical or verbal). All leaders should provide the office with a group list on arrival. In the event of a fire please assist Brenscombe staff in the evacuation process and head count. Fire extinguishers are situated near the exits of every building and near the top of the stairs on the first floor accommodation, lecture room and dining room gallery.

Plastic safety tags on extinguishers are checked on departure and a £25 charge will be made for refilling if a tag is broken.

## Telephone

The pay phone is inside the door of the Dairy House. It will not accept incoming calls. Please ensure that parents and friends are aware that the office number is for urgent messages only and should not be used for incoming social calls.

## Brenscombe Outdoor Centre

---

### Activity Course

Activity courses are suitable for children and young people and can be purely activity based to tie in with “Activity Weeks” or integrated with field study topics which link in with the National Curriculum. Any combination of activities can be included in your programme.



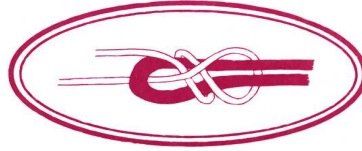
*“An excellent standard of tuition with a careful regard for safety.”  
St James Primary School, Weybridge*

### First Aid

All of our activity instructors have passed a first aid training course in the last three years. Instructors on sessions away from Brenscombe carry a first aid kit with them and all our vehicles have an additional kit. At Brenscombe, a first aid kit is available in the office during the day or is held by the Duty Instructor over night. Please note our staff are first aid trained and not medically trained so we always suggest casualties receive a check up by professional medical staff as soon as possible, either at local hospitals or upon your return home.

### Problems

We will ask you to complete a critique form for feedback on our service, but if you have any problems or suggestions during your visit, then please bring them to our attention immediately so that we can correct them or react to them, as appropriate.



Brenscombe Outdoor Centre is situated on the south side of Poole Harbour in the heart of the Isle of Purbeck. It lies just off the B3351 road, 1.5 miles from Corfe Castle and 5 miles from Wareham.

At Wareham, there is a direct **rail link** to Waterloo Station, London.

From the **Bournemouth / Studland Ferry**, stay on the road from the ferry, heading towards Corfe Castle. We are on the left hand side of the road, 6 miles from the ferry.

From **Wareham**, travel along the A351 towards Corfe Castle and Swanage. At Corfe Castle, turn left onto the B3351 (opposite the Castle ruins) signposted for Studland. We are 1.5 miles along the road on the right hand side.

A map and directions can be found at [www.brenscombeoutdoor.co.uk](http://www.brenscombeoutdoor.co.uk)



### **Brenscombe Outdoor Centre Ltd**

Studland Road Corfe Castle Dorset BH20 5JG

Tel/fax 01929 481222

[info@brenscombeoutdoor.co.uk](mailto:info@brenscombeoutdoor.co.uk)

[www.brenscombeoutdoor.co.uk](http://www.brenscombeoutdoor.co.uk)